



December 20, 2016

**Re: Assessment Grant Transmittal Letter**

To Whom it May Concern:

The Northwest Regional Planning Commission is pleased to submit an application for an EPA Brownfields Assessment Grant. One of twelve Regional Commissions created by the Vermont Legislature, NRPC serves 23 municipalities in Franklin and Grand Isle Counties. Our application requests \$200,000 for hazardous materials assessment.

Per the Proposal Guidelines, this transmittal letter includes the following information:

**(a) Applicant Identification:**

Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans, VT 05478

**(b) Funding Requested:**

- i) Grant Type: Assessment
- ii) Assessment Grant Type: Community-wide
- iii) Federal Funds Requested: \$200,000
- iv) Contamination: Hazardous Materials

**(c) Location:**

The project will cover the 23 communities in Franklin and Grand Isle Counties, Vermont which are served by the Northwest Regional Planning Commission. These communities are: Alburgh Town, Alburgh Village, Bakersfield, Berkshire, Enosburg Falls, Enosburgh Town, Fairfax, Fairfield, Fletcher, Franklin, Georgia, Grand Isle, Highgate, Isle La Motte, Montgomery, North Hero, Richford, St. Albans City, St. Albans Town, Sheldon, South Hero, Swanton Town, and Swanton Village.

**(d) Not Applicable.**

**(e) Contacts:**

- i) *Program Manager:* Greta Brunswick, Senior Planner, Northwest Regional Planning Commission, 75 Fairfield Street, St. Albans, VT 05478, Phone: 802-524-5958, Fax: 802-527-2948, Email: gbrunswick@nrpcvt.com
- ii) *Executive Director:* Catherine Dimitruk, Northwest Regional Planning Commission, 75 Fairfield Street, St. Albans, VT 05478, Phone: 802-524-5958, Fax: 802-527-2948, Email: cdimitruk@nrpcvt.com.

**(f) Population:**

- i) There are 55,366 residents in the Northwest Region of Vermont: 48,414 in Franklin County and 6,952 in Grand Isle County (American Community Survey 2011-2015 5-year estimate).
- ii) Our target communities include: St. Albans City (population 6,864), Richford Village (population 1,338), Swanton Village (population 2,558) and Enosburg Falls (population 1,341). (American Community Survey 2011-2015 5-year estimate)
- iii) Our region is not part of a county experiencing "persistent poverty."

**(g) Regional Priorities Form/Other Factors Checklist:** Enclosed. (Attachment A)

**(h) Letter from the State:** Enclosed. (Attachment B)

If you have any questions about our application, please feel free to call me at 802-524-5958.

Sincerely,



Catherine Dimitruk  
Executive Director

## V.A. Evaluation Criteria

### 1. Community Need (45 Total Points)

#### 1.a. Target Area and Brownfields (15 Points)

Community and Target Area Description (5 points). Franklin and Grand Isle Counties consist of 23 rural municipalities in northwestern Vermont bordered by Canada, Lake Champlain, New York, the Green Mountains, and Vermont's urban area, Chittenden County. The region is host to one City, St. Albans, and several smaller population centers, including Richford, Swanton, and Enosburg Falls. The region's economy was historically centered on agriculture and forestry related products, which thrived in part because of the region's location as a major transportation corridor for commercial traffic from New England to Canada. The rail road years were prosperous for our region but since its demise our economy has never fully recovered. While the St. Albans area has since attracted some manufacturing jobs, we experienced devastating job and tax base losses recently. A major employer closed in 2005 and another closed at the end of 2012 totaling over 300 well-paying jobs.

The effects of the shift away from rail can be seen most dramatically in Richford, one of the region's village centers. At the turn of the twentieth century, Richford was acknowledged as the fastest growing town in Franklin County. Richford had much in its favor: good farmland, vast timber resources, inexpensive power generation, and direct transport to outside markets. The village became the center of a retail/trading area and a major customs port of entry, the only Chinese port of entry in New England. This prosperity was based primarily on the lumber industry and access to markets via rail. When the railroad shut down, sawmill and wood product manufacturers, such as the Sweat Comings Furniture Manufacturer, were forced to close. Today Richford's Main and River Streets are flanked with vacant manufacturing, rail and commercial buildings and suspected soil, groundwater and building material contamination and the town grapples with the region's highest unemployment rate and the social issues that come with generational poverty. St. Albans, Swanton and Enosburg Falls share similar stories with Richford.

**Table 1: Demographic Information and Indicators of Need (5 points)**

	St. Albans City	Richford Village	Swanton Village	Enosburg Falls	Region	State	National
Population (1)	6,864	1,338	2,558	1,341	55,366	626,604	316,515,021
Unemployment(1)	6.7%	13.5%	5.3%	2.6%	6.15%	5.5%	8.3%
Poverty Rate(1)	14.8%	22.9%	17.7%	17.1%	8.7%	11.5%	15.5%
Percent Non-White (2)	85%	1.3%	5.1%	5.7%	4.6%	5.1%	26.4%
Median Household Income(1)	\$44,013	\$30,395	\$41,349	\$39,306	\$60,404	\$55,176	\$53,889
Per Capita Income(1)	\$24,808	\$19,284	\$22,689	\$24,721	\$31,804	\$29,894	\$28,930
Percent Single Female Families with Children (1)	8.2%	7.2%	5.6.1%	5.8%	9.7%	9.4%	12.5%
Poverty Rate for Single Female	59.1%	45.2%	59.2%	20.0%	33.1%	36.7%	40.5%

<b>Table 1: Demographic Information and Indicators of Need (5 points)</b>							
	St. Albans City	Richford Village	Swanton Village	Enosburg Falls	Region	State	National
Householder with Children (1)							
Percent 65 years and older (1)	10.6%	17.1%	22.2%	22.7%	15.0%	16.3%	14.1%
(1) American Community Survey 2011-2015 5-year estimate; (2) Not White, One Race							

Brownfields and their Impacts (5 points). Our region's brownfield sites are scattered throughout the 23 municipalities, but concentrated in the four population centers of St. Albans City, Richford, Swanton and Enosburg Falls. They are varied, both in type, size and scale, including old print shops, dry cleaners and other commercial operations, vacant manufacturing facilities, former railroad facilities, and old gas stations and auto service uses. Commonly, they are four acres or less in size. Most have mixed contaminants. They negatively impact our community's health and well-being and represent loss of good family jobs, loss of economic prosperity, and loss of community pride. Further, brownfields threaten the quality of our natural ecosystem and public health with environmental contamination in groundwater, surface water, and surficial soils. A representative selection of potential brownfield sites from our inventory is included in Table 2.

<b>Table 2: A Selection of Potential Brownfields in the Northwest Region</b>		
Site	Location	Potential Contaminate(s)
5 Foundry St., former manufacturing (stone, foundry, ammunition)	Swanton	Petroleum, chlorinated solvents, metals, polychlorinated biphenyl (PCBs), poly-aromatic hydrocarbons (PAHs), possible hazardous building materials
21 and 25 Stebbins St., former car wash, plumbing and heating business, coal wood yard	St. Albans	Volatile organic compounds (VOCs) and chlorinated VOC, petroleum, metals, coal
Missisquoi Park (historic manufacturing site)	Richford	Petroleum, chlorinated solvents, metals, polychlorinated biphenyl (PCBs), poly-aromatic hydrocarbons (PAHs)
The Wheeler Building (former auto service and car dealership)	Richford	Automotive fuel, motor oil, and other fluids; metals; heating fuel; hazardous building materials
Spavin Cure Building (former manufacturing)	Enosburg Falls	Heating fuel; asbestos; lead; PCBs; unknown

### **1.b Welfare, Environmental and Public Health Impacts (15 Points)**

Welfare Impacts (5 points). Lower income communities have been disproportionately impacted by environmental problems in our region, including brownfields. Concentrations of lower income families and single mothers live "across the tracks" in St. Albans City and in our most rural, isolated communities like Richford (Table 1). These neighborhoods and communities contain decaying commercial and manufacturing buildings, poor infrastructure at greater risk of

storm damage, and there is a greater percentage of older housing containing lead based paint. Our small rural communities have extremely limited tax bases and resources and rely heavily on regional planning commissions and public funding. These communities cannot prosper because businesses won't invest in vacant properties with unknown environmental issues, and families can't thrive when continually exposed to contamination.

Cumulative Environmental Issues (5 points). Contaminants from brownfields are not the only risk factor in our target communities. Our region faces an extreme water quality problem, mainly due to phosphorous loading from urban stormwater, wastewater treatment discharges and agricultural runoff. In June of 2016, EPA approved a stricter Total Maximum Daily Load (TMDL) for phosphorous in Lake Champlain in our region and Vermont is currently finalizing a TMDL implementation plan. Each summer, St. Albans Bay experiences toxic blue-green algae blooms caused by phosphorous loading. The regions phosphorous loading problem is compounded by environmental contamination from brownfields, which can make its way to surface waters via groundwater or shoreline and fluvial erosion. The degradation of our surface waters is threatening their future public use and the viability of our tourism industry.

The impact of brownfield contamination and water quality issues in our region is multiplied due to the effects of climate change. Our region has experienced an increase in the rate and intensity of storms over the past 20 years, which have caused severe flooding, road and infrastructure damage. Our region experienced several storm/flooding events, including Hurricane Irene, resulting in federal emergency and disaster declarations in 2011 (FEMA-DR-4022, FEMA-DR-4001/1995, FEMA-DR-4043 and FEMA-EM-3338), two disaster declarations in 2014 (FEMA-DR-4163 and FEMA-DR-4178) and one in 2015 (FEMA-DR-4207). It is only a matter of time before a flood event exposes contaminants from brownfield sites in our region.

Cumulative Public Health Impacts (5 points). Residents of our targeted communities are exposed to contaminants from brownfields when they wade in streams and lakes that carry contaminants, breathe in vapors brought to their basements through groundwater, drink contaminated water from private sources, play in yards or parks unknowingly developed on contaminated soils or live next to Brownfield sites. Human exposure to these substances can cause a variety of health impacts. For example, according to the EPA breathing in vapors from TCE can cause impaired heart function, unconsciousness, and death. Breathing it for long periods may cause nerve, kidney, and liver damage. TCE vapor intrusion became a real public health threat for us when we found that a groundwater plume migrated offsite from the former Solo Cup Manufacturing Plant near a residential neighborhood in St. Albans City.

The direct health impact of brownfields in our target communities is not known, but certain health statistics can be linked to the types of contaminants found at sites in our region. Unfortunately, these statistics are tracked on a statewide or county level. Our region has concerning levels of respiratory conditions that may be attributable to environmental and occupational exposures at brownfields sites, including asthma and COPD (chronic obstructive pulmonary disease). Eleven percent of the adult population in our region had asthma during 2008-2010 (The Burden of Asthma in VT, March 2013). COPD (chronic obstructive pulmonary disease) is also prevalent with 4% of the region's population exhibiting this condition between 2004 and 2008 (VT Blueprint for Health, 2010). The report also indicates that asthma rates are higher in lower income and unemployed populations; all of our target communities have higher rates of these populations. Cancer rates are also an indicator of exposure to environmental

toxins, including asbestos and petroleum based contaminants which are commonly found at sites in our region. In 2012-2013 over 2,800 people were living with cancer in our region (VT Cancer Registry). Lead poisoning is also a health concern in our region, which is attributable to lead based paint found on older buildings. In Richford, over 90% of housing is built before 1980 and therefore may present a lead based paint hazard (Healthy Vermonters 2020).

### **1.c Financial Need (15 total points)**

Economic Conditions (5 points). While the region has largely recovered from the devastating 2007 nationwide recession, wages are growing slow and there are not many new jobs. While unemployment rates in our target communities are just starting to return to pre-recession levels, they are still high compared to county and state averages and our communities still face the socioeconomic impacts of poverty. In St. Albans City, the Eveready/Energizer plant, a major employer in our region for more than 30 years, closed at the end of 2012 and displaced 165 local jobs, many of which are high paying manufacturing jobs. Brownfield sites, like this plant has become, act as disincentives for economic investment that magnify the recession and slow any recovery.

Because of the rural nature of our communities, there is a lack of diversity in the tax base. One abandoned commercial property can have significant impact on tax revenues, and conversely one redeveloped property can bring tremendous benefit. Our property tax burdens are already among the highest in the nation (eighth highest for a property valued at the state's median value in 2016 per an analysis by WalletHub using U.S. Census Data. This leaves municipalities with limited abilities to raise additional local revenues. Coupled with the income data presented earlier, it is clear that our region's residents and municipalities cannot be looked to as a significant source of funds, and the costs associated with assessment, cleanup, and revitalization far outweigh our revenue. Without the funding provided by this grant, our communities will not be able to leverage the funding needed to redevelop and cleanup brownfields sites.

Economic Effects of Brownfields (10 points). Poverty rates are high in our target communities; all four of our target communities have rates equal to or higher than state and national rates, at fifteen percent or higher (Table 1). Richford's poverty rate is 23%, while Enosburg Falls and Swanton fall over 17%. There are also high unemployment rates in our target communities, with 13.5% of the Richford Village population unemployed (Table 1). Median household income and per capita income in our target communities are also significantly lower than state and national figures (Table 1). While our region does not have a significant non-white population, our target communities are home to sensitive and vulnerable populations, including single mothers and seniors (Table 1).

Richford provides a compelling example of how brownfields are contributing to its depressed economy and hampering any recovery. The concentration of brownfield sites within the small village center, including several vacant buildings with potential PCB and petroleum contamination and a confirmed petroleum plume underneath much of Main Street, have plagued the village for decades. As a result the community suffers from an extreme image crisis, challenging the community and its limited staff on working towards improvements. It is not surprising that Richford has the region's lowest per capita income and the highest poverty rate.

Swanton also provides an example of how brownfields have stagnated economic recovery. The village's only remaining historic block is currently vacant and plagued by a

potential chlorinated solvent groundwater contamination and a confirmed petroleum groundwater plume, the boundaries of which are not fully delineated. Around the corner, a former bank and historic drycleaner property sits vacant. Meanwhile, the vitality of the village center is threatened the longer that these properties remain unused.

## **2. Project Description and Feasibility of Success (55 Total Points)**

### **2.a. Project Description, Project Timing and Site Selection (30 points)**

Project Description and Alignment with Revitalization Plans (17 points). This grant will fund the Northwest Region Brownfields Assessment Program, which is a key component of smart growth and sustainable economic development in our region. Overcoming brownfields issues has been identified as an economic development and community health goal of NRPC's 2015 regional plan funded in part by a 2012 HUD Sustainable Communities Grant. The goals of the Northwest Region Brownfields Program are to enhance ecological health, to support community and economic development, to facilitate smart growth, and to enhance human health and overall well-being. To accomplish these goals, the NRPC program aims to level the playing field for brownfield properties by helping owners and prospective developers address environmental challenges.

NRPC's Brownfields Assessment Program provides technical assistance to address site specific issues at brownfields sites, such as understanding liability laws and insurance and creating strategies for funding cleanup and redevelopment. The program also funds environmental site assessments and corrective action planning (including an investigation of alternative solutions and their costs) to develop cleanup plans and/or to help the site clear any regulatory hurdles. The bulk of this grant will fund phase 2 assessments.

When all assessment work is complete, we work with parties to plan for remediation of environmental and public health risks to provide a path to redevelopment or reuse. This may include the completion of a Vermont DEC approved Corrective Action Plan (CAP), a Corrective Action Feasibility Investigation (CAFI)/Analysis of Brownfield Cleanup Alternatives (ABCA), institutional controls, and/or redevelopment planning. Deliverables for each site may include ESAs, QAPPs, CAPs, CAFIs/ABCAs, and other planning documents. NRPC provides the site owner with assistance in finding opportunities for cleanup funding, which may include our EPA funded cleanup revolving loan fund.

Timing and Implementation (13 points). NRPC has a plan in place to implement and execute key project activities within the three-year period of performance and excellent staff to manage the program. Our assessment program is well established with successful closed-out grants going back to 2003 and current funding from a 2013 and 2015 award. We have pre-qualified 4 environmental consultants for our assessment program, which will be used for implementing this grant. We have an established site selection process and a policy in place for addressing site access. NRPC is currently undergoing 2 targeted area brownfields plans in Swanton and St. Albans City and continue to work with Richford on implementing recommendations from the area wide plan we completed with them in 2012. The site inventories, reuse scenarios and new community relationships developed by area wide planning prepares us to hit the ground running if this grant is awarded.

The NRPC Brownfields Program will continue to use a robust and collaborative site selection process that requires evaluation by our Steering Committee, and involvement of many

project partners. Our site selection process begins with commission staff informally consulting with our EPA Project Officer, State staff and others regarding program guidelines, site eligibility, and their knowledge of the site and site uses that may have contributed to contamination. Site owners then complete a nomination form and sign participation and site access agreements; we only work with willing owners. Our Steering Committee makes the final prioritization decision by weighing sites against our site selection criteria, which include:

- redevelopment potential;
- addressing public health and safety issues;
- location;
- existing infrastructure;
- community and/or municipal support;
- creation of employment opportunities or green space;
- how the level of a suspected health hazard relates to surrounding resources (such as drinking water sources); and
- the potential for remediation to be completed, if required.

## **2.b. Task Description and Budget Table (20 Points)**

Task 1: Cooperative Agreement Oversight. NRPC will ensure requirements of the Agreement are implemented, managed properly, and completed in a timely manner by completing eligibility documentation; procuring and managing services from qualified professionals for ESAs, CAPs and other technical services; complying with reporting requirements; and participating in trainings and conferences.

Deliverables/outputs will include: EPA Cooperative Agreement; 3-6 site nomination and EPA eligibility forms; 6-12 scopes of work or requests for proposals for ESAs or other reports; 3-6 site access and owner participation agreements; our brownfield inventory; 36 progress and financial reports and reimbursement requests; ACRES updates as needed; and 1 closeout report.

Task 2: Public Engagement. NRPC will support its Brownfields Steering Committee and continue cooperative activities with other Regional Commissions and the State to support Vermont's brownfield efforts. We will implement a community engagement program designed to educate and inform. We will support property owners, prospective developers, and municipalities from assessment through redevelopment. Assistance will be provided to create redevelopment and incentive packages, establish special funding districts, use redevelopment zoning techniques, research grant and loan opportunities, and write grant and loan applications.

Deliverables/outputs will include: 16 Steering Committee meeting summaries; quarterly press releases and/or newspaper articles and newsletter articles; quarterly updates to our program website; 1 update to our program brochure; 1 program highlights brochure; and 3-6 sets of property specific engagement materials.

Task 3: Site-Specific Activities. NRPC will hire qualified consultants to complete ESAs, CAPs, CAFIs/ABCAs, QAPPs and other eligible activities that encourage and assist with site cleanup and redevelopment. In addition, two sites will receive assistance with fees for entry into Vermont's voluntary cleanup program and/or environmental insurance.

While the number of deliverables undertaken will depend on the size and extent of contamination at individual sites and the associated costs, we have estimated the number of probable outputs: One Phase 1 ESA; two Phase 2 ESAs, QAPPs and VT DEC-approved workplans; one Supplemental Phase 2 ESA; two CAFIs/ABCAs and/or CAPs; and one Section 106 Historic and Archeological Assessment Survey.



Table 3: Budget				
Budget Category	Task 1 Cooperative Agreement Oversight	Task 2 Community Engagement	Task 3 Site-Specific Activities	Total
Personnel <sup>1</sup>	\$10,043	\$5,583	\$0	\$15,626
Fringe Benefits <sup>2</sup>	\$3,362	\$1,632	\$0	\$4,994
Travel <sup>3</sup>	\$2,650	\$230	\$0	\$2,880
Equipment	\$0	\$0	\$0	\$0
Supplies <sup>4</sup>	\$3,500	\$0	\$0	\$3,500
Contractual <sup>5</sup>	\$0	\$0	\$173,000	\$173,000
Other	\$0	\$0	\$0	\$0
TOTAL	\$19,555	\$7,445	\$173,000	\$200,000

<sup>1</sup>Personnel: Four staff members will participate in the brownfields effort, the Program Manager, Program Assistant, Executive Director and Office Administrator.

<sup>2</sup>Fringe: NRPC calculates Fringe Benefits based on actual benefits received by individuals. Costs covered include health insurance, dental insurance, retirement, FICA/SS, and life and disability insurance.

<sup>3</sup>Travel: Staff and Steering Committee member attendance at one national, one regional, and two Vermont-specific conferences, trainings, and workshops and in-region travel related to outreach, site inventory, and assessment activities.

<sup>4</sup>Supplies: Copying/printing of program brochure, reports, and other documents (\$300), postage (\$200), newspaper advertisements and meeting support materials (\$1000), payment of fees for entry into Vermont's voluntary cleanup program and/or environmental insurance (\$500 each for 2 sites). A total of \$1000 to be used towards the purchase of computer equipment for use by program management staff.

<sup>5</sup>Contractual: Four environmental firms to conduct environmental assessments and develop corrective action plans (one Phase 1 @~\$5,000; two Phase 2 @~\$62,000 each; one Supplemental Phase 2 @~\$17,000; two CAFIs/ABCAs and/or CAPs @~\$8,000 each = ~\$162,000), historical and archeological consultants as needed to meet Section 106 requirements (\$5,000 based on consultant estimate), an attorney to review program and outreach documents (\$3,000; based on past experience), and other professionals to help communities consider sustainable practices and visual redevelopment as they relate to contamination left in place (\$3,000; based on past experience).

### **2.c. Ability to Leverage (5 Points)**

NRPC will contribute a minimum of \$20,000 to this grant, in addition to \$200,000 in additional cost-share for our Brownfields RLF. Redeveloping brownfields in our downtowns and village centers is a key component to implementing our economic development strategy developed by this project. For documentation see Attachment C.

To date, NRPC has leveraged over \$40 million worth of cleanup, housing and commercial activities. Most recently, our assessment dollars were leveraged by \$8,000,000 in construction costs for the development of a Comfort Inn in downtown St. Albans and by over \$50,000 in local and state grant funds towards improving the Missisquoi Overlook Park in Richford. They are seeking additional leveraged funding from the State Brownfields Technical Assistance Program.

Our municipalities, partner organizations and Steering Committee members will continue to contribute in-kind assistance to our Brownfield Program. The Franklin County Industrial Development Corporation, the Richford Economic Advancement Corporation, the Northwest Vermont Board of Realtors, the Northwest Vermont Solid Waste Management District and our target municipalities will all provide in-kind assistance to the program by appointing a member to our Brownfields Steering Committee, which meets approximately six times per year. These organizations in addition to the Northwest Vermont Rail Trail Council, the Northern Forest Canoe Trail and Housing Vermont have also committed to assist our program in one or more of the following ways (see also the attached letters of commitment):

- promoting and marketing the program through their own publications and meetings;
- helping with the inventory of potential sites;
- educating business leaders and developers about the program;
- conducting outreach to property owners;
- collecting information, coordinating meetings and facilitating communication with prospective property owners; and
- supporting assessment work on sites.

With this grant NRPC will continue to assist property owners and prospective developers to leverage private, public and non-profit funding opportunities for their brownfields projects, including but not limited to the sources listed below. The amount of funding to be requested will depend on specific project details, including the contamination found and planned redevelopment. NRPC has a high success rate in obtaining grant funds because we select high quality sites with strong redevelopment potential; we are confident we will successfully access future funding sources as needed.

- Vermont Brownfields Reuse Initiative Technical Assistance Program (State 128a funding). \$200,000 grant per site available for environmental site assessments, corrective action planning and cleanup, depending on specific project needs, available funding and other considerations.
- VT Brownfields Cleanup Revitalization Fund. Cleanup grants of up to \$200,000 per project are available. Cleanup loans are available in varying amounts depending on project need and the borrower's ability to repay.
- VT Community Development Program. Grants of up to \$750,000 for municipal and nonprofit development projects. Grants are primarily available for development activities, but may be also be utilized for brownfield cleanup, provided assistance from brownfield specific sources is considered first.
- EPA's Brownfields Cleanup Program. Cleanup grants of up to \$200,000 per project are available.
- EPA Targeted Brownfields Assessment program. \$100,000 per site available for site assessments, cleanup options and cost estimates, and community outreach.
- EPA Technical Assistance to Brownfield Communities Grants. Grant amount dependent on technical assistance requested; used to assist with assessing, cleaning up and preparing brownfields sites for redevelopment.

- EPA Area Wide Planning Grants. \$200,000 per area to facilitate community involvement in developing an area-wide plan for brownfields assessment, cleanup and subsequent reuse on a catalyst site and other high-priority brownfield sites.

### **3. Community Engagement and Partnerships (35 Total Points)**

#### **3.a. Engaging the Community (15 Points)**

Community Involvement Plan (10 points). NRPC will continue to implement its strong community engagement program to ensure our targeted communities are involved in the Brownfields Program. Central to the program is the NRPC Brownfields Steering Committee (BSC). The BSC is strategically made up of representatives from our target municipalities and partner community organizations, local business leaders, and state officials, including the State Brownfields Coordinator. Each representative serves as a liaison to their interest group or organization, ensuring that those affected by brownfields are involved in site selection, cleanup decisions and reuse planning. As new citizen's groups or organizations impacted by brownfields are identified, NRPC seeks their representation on the BSC. Our municipal government representatives are specifically important to ensure that program decisions are in alignment with local planning.

Communicating Progress (5 points). NRPC will work with the BSC to continue its proven methods of public communication to inform the public about our program activities and to engage people in the process early and often. We know that people look for information formally, through the print, internet and television media, and informally, through conversations with family and friends. Therefore we will employ a wide range of public participation tools to ensure we reach as many citizens as possible, including:

- Newsletter and newspaper articles: Regular articles in the NRPC and community partner newsletters and press releases, story ideas and paid advertisements in our three local newspapers.
- Public access television: governmental meetings are broadcast and NRPC can showcase projects on locally produced shows.
- Word of mouth: accessing our substantial network to spread word about the program to citizens, local officials, legislators, etc.
- Local ambassador: using BSC representatives to help inform citizens about particular site issues.
- Canvassing: visiting residents door to door to drop off information or answer questions.
- Public meetings: official information meetings open to the public, advertised using many of these other techniques, held in the evening to accommodate most work schedules.
- Direct mail: using our geographic information technology, NRPC can target mail to geographic areas or use partners' mailing lists to target specific populations.
- Community based organizations: NRPC will meet with members and use mail and email lists to target members and contacts of our partner organizations.
- Municipal reports: NRPC provides municipalities yearly reports that are include in the town reports distributed to all households.
- Website: website will be updated regularly, and all other information pieces will direct people to the website.

NRPC has developed a Voluntary Notice Policy to help guide our decisions on notifying the public about progress on our brownfields projects. Particular effort, such as canvassing and direct mail, will be made for outreach to low and moderate income populations near proposed brownfield sites to ensure that their concerns are heard and addressed.

NRPC is committed to providing information in alternate formats as needed, including formats for those who have hearing or visual impairments, and to adapting our communication formats for the Net generation. English is the predominant language spoken in the homes of our target communities (US Census). NRPC is prepared to provide translation services should they be needed, such as for the recent influx of Spanish-speaking migrant laborers. If so, we will utilize VT Agency of Agriculture translation staff.

### **3.b. Partnerships with Government Agencies (9 Points)**

One important reason for NRPC's success has been the strong state and local partnerships that we have developed and nurtured. This grant will allow us to continue developing our relationships with State agencies and local governments. The State of Vermont and its regional offices are key players in the success of our Brownfields Program.

- *Department of Environmental Conservation (DEC)*. The VT DEC serves the role of protecting VT's environment and operates the state's voluntary cleanup program. This key partner participates on the BSC and at public meetings, and advises us on site assessments, cleanup strategies, and consultant workplans. DEC provides input regarding on-going assessments, remediation efforts, and engineering controls. The DEC staff liaison supports inventory activities by researching sites on the Active Hazardous Sites List and contacting the DEC site manager. Advice is provided regarding eligibility for assistance VT Petroleum Cleanup Fund, EPA funds, and VT Brownfields Reuse Environmental Liability Limitation Program (BRELLA), a voluntary cleanup program.
- *Agency of Commerce and Community Development (ACCD)*. VT ACCD serves as the community and economic development arm of Vermont government. ACCD helps to obtain funding for cleanup and redevelopment, and provides advice on redevelopment and housing issues.
- *Department of Health (DOH)*. The VT DOH is the state's lead agency for public health policy and advocacy. The Northwest Region of Vermont is home to one of 12 District Health Offices. The DOH regional director is cc'd on all BSC correspondence and we contact her as needed for public health related issues. She contacts the State Toxicologist for guidance on public health threats, and provides information about contaminants and exposure pathways. In Vermont, the Asbestos and Lead Regulatory Program is housed within the DOH. NRPC coordinates with program staff to ensure that asbestos and lead surveys are conducted according to State and EPA standards.
- *Municipalities*. With limited staff and resources to take on brownfields redevelopment, our target municipalities are key partners in implementing our brownfield program. We will continue to work with them to revitalize their villages and improve economic conditions. See Attachment E for letters of commitment.

### **3.c. Partnerships with Community Organizations (9 Points)**

In our rural communities, population size and geography limits the number and type of community based organizations that can be supported. Community based organizations are typically regional in nature rather than local. However, boards are made up of local citizens who

wear multiple hats ensuring strong local connections and collaborations. NRPC has a long history of collaboration with community based organizations and groups and actively pursues new partnerships. Area wide planning projects are a great opportunity for NRPC to build new partnerships, as was done during the Richford Area Wide Planning project. NRPC looks forward to developing additional partnerships during the area wide planning efforts in St. Albans City and Swanton. Highlights and examples of existing collaborations are described below and verified by the attached letters of commitment (Attachment D).

- *Richford Economic Advancement Corporation (REAC)* - REAC will provide in-kind support to the NRPC by collecting information, coordinating meetings and facilitating communication with property owners of prospective redevelopment sites. REAC also appoints a member to serve on the Brownfields Steering Committee.
- *Franklin County Industrial Development Corporation (FCIDC)* – FCIDC will contribute in-kind assistance by educating business leaders and local developers about this program through mailings, meetings and regular business contacts. They are prepared to contact prospective developers and help to recruit them into the program. They will also assist with the site inventory and continue to serve on the Brownfields Steering Committee (currently chair).
- *Housing Vermont* – Housing Vermont will market this program through their project developers and project partners and will provide in-kind assistance by supporting brownfields assessment activities on their redevelopment sites.
- *Franklin County Regional Chamber of Commerce* –The Chamber will contribute in-kind assistance by participating on the Brownfields Steering Committee, including program information in its bi-monthly newsletter, updating Board members at regular meetings, providing information at monthly mixers, and assisting with the inventory of sites through member outreach.
- *Champlain Islands Chamber of Commerce/Industrial Development Corporation* – The Chamber will contribute in-kind assistance by marketing this program to its members and to potential property owners and developers, utilizing its quarterly newsletter, Board meetings and regular business contacts. In addition they will use local knowledge and information from Board members to assist with the site inventory.
- *Franklin County Board of Realtors* – The Board of Realtors contributes in-kind assistance by appointing a representative to the Brownfields Steering Committee, marketing the program to site owners and prospective developers, and educating REALTORS about the program.
- *Northern Forest Canoe Trail (NFCT)* - The NFCT will provide in-kind assistance by facilitating communication with property owners of prospective redevelopment sites for canoe portals along the river and supporting assessment activities on canoe portal sites they own.
- *Missisquoi Valley Rail Trail (MVRT) Council* –The MVRT Council will provide in-kind assistance by facilitating communication with prospective property owners and supporting assessment activities and redevelopment planning on land for rail trail extensions.

### **3.d. Partnership with Workforce Development Programs (2 points).**

NRPC will work with the Franklin/Grand Isle Workforce Investment Board (WIB) to connect the local workforce with environmental job training programs available near our region, such as lead based paint certification and hazwopper training. We are also discussing with the WIB how to bring environmental job training programs to the region. As part of NRPC's

procurement procedure, we always advertise locally and specifically reach out to local firms to encourage them to submit proposals for consideration. See Attachment F for a Letter from the WIB.

#### **4. Project Benefits (25 Total Points)**

##### **4.a. Welfare, Environmental and Public Health Benefits (13 Points)**

Health and/or Welfare Benefits. NRPC's 2015 regional plan, funded by a HUD Sustainable Communities Grant, has identified that investing in our downtowns in part through brownfields redevelopment is key to achieving our objectives of improving health outcomes for citizens, improving economic vitality and reducing poverty. This assessment grant will allow our brownfield program to continue assessing sites that pose public health risks to the surrounding community. Our program will identify, quantify and plan for the remediation of environmental contamination on properties in our downtowns and village centers. We will prepare these sites for cleanup and redevelopment to eliminate public exposure to environmental toxins and improve community well-being.

One example of how our program will improve public health is with lead, a toxic metal that is of particular concern in our region. All of our brownfield sites are likely to contain lead based paint, which was used prior to 1978. Most brownfield sites have been sitting vacant in a decaying state causing peeling paint to contaminate the surrounding soil, such as is likely with the Wheeler Building in Richford and the Spavin Cure Building in Enosburg Falls. The assessment and corrective action planning that we fund with this grant can lead to the removal of lead paint and the encapsulation or removal of contaminated soils so that they do not pose a risk to people in the community. Removing exposure to lead will reduce the levels of lead poisoning in our region, most importantly in children. Providing lead-safe housing for families with young children and/or pregnant women is a high priority in our site redevelopment efforts.

Our program benefits the well-being of our communities, especially our target communities where unemployment is higher, incomes are lower and brownfields are concentrated in downtown/village centers. In the face of these challenges, these municipalities have state-designated downtowns or village centers, signifying they have made a commitment to attract new business, create more jobs, generate new investments, and preserve or enhance the vitality of their Main Streets. Brownfield redevelopment will assist their revitalization efforts by incentivizing the reuse of sites with existing infrastructure and investing in areas that promote transportation choices and a mix of uses including civic, housing, retail, and commercial. This concentrated mixed use development improves public health through increased walking and use of transit, and decreased environmental impacts compared to 'greenfield' development. In addition, job opportunities for our unemployed will increase, and more housing opportunities will be created for our high number of female head of households- housing that is affordable, rather than substandard.

Environmental Benefits. This grant will affect the cleanup and/or remediation of soils, groundwater and building materials contaminated with chlorinated solvents, PCBs, VOCs such as Freon, metals, petroleum, PAHs, as well as lead and asbestos. By eliminating or reducing exposure risk from these contaminants, this grant will protect our surface and groundwaters from being further contaminated and will reduce the likelihood that these contaminants will be exposed from one of our more frequent climate change induced storms.

These environmental benefits are illustrated most clearly on our brownfield sites that sit near our water resources. An underused former ammunition plant and marble mill located along the Missisquoi River in Swanton, which just experienced a release of petroleum from an unknown source directly into the Missisquoi River, has been selected as a catalyst site in our Swanton Northern Gateway Area Wide Plan. Former manufacturing may have caused contamination from petroleum, chlorinated solvents, metals, PCBs, or PAHs. Funding from this grant will allow these contamination issues to be remediated in conjunction with redevelopment in a way that protects the Missisquoi River.

#### **4.b. Economic and Community Benefits (12 Points)**

Planning, Policies and Other Tools/Integrating Equitable Development or Livability Principles. By focusing our brownfield assessment and cleanup planning efforts on our historic downtowns and village centers, we are strategically promoting livability and sustainable development principles. The funding will be used to encourage use of existing infrastructure and prevent sprawl, revitalize our existing downtowns and village centers, create and preserve green spaces, and to promote affordable housing, green building, renewable energy and the utilization of innovative green remediation technologies.

A great example of this can be seen by looking at the Spavin Cure Building in Enosburg Falls, a former manufacturer of medicine for horse spavin located on Main Street. Since the Spavin Cure building is such a prominent part of the history of Enosburg, the community needs to be involved in the plan for redevelopment, making use of locally owned businesses and entrepreneurs. Redevelopment of this unique historic structure into commercial office space and affordable housing units would save a special piece of the Village's history from decay and convert it to a mixed use development walkable to the center of town. By selecting this site as opposed to one outside the village, we are maximizing the use of existing infrastructure, including sewer/water lines, roads and sidewalks, therefore decreasing municipal costs associated with sprawl. We would work with the State Department of Historic Preservation to ensure that materials are salvaged for use in a redeveloped structure that respects the old. Since Enosburg Falls has a high poverty rate and a low median income, we would work with our partner Housing Vermont to make a percentage of them perpetually affordable. We encourage developers to mix affordable units with market rate units so that income groups are not segregated, which promotes more equitable outcomes.

NRPC participates in other programs that will be integrated with our brownfields effort and reduce pollution and resource consumption. We are facilitating a downtown St. Albans effort to install rain gardens and permeable pavers. The project is demonstrating techniques that we have been promoting when brownfields developers approach our program. Site developers will be encouraged to utilize LEED design principles. One of our pre-qualified consultants has particular expertise in green remediation and our program plans to be a leader in green remediation techniques and natural attenuation. We will promote cleaner more efficient cleanups as well as less invasive and more environmentally sound techniques.

Economic or Non-Economic Benefits. Our program not only selects sites that pose a public health risk, we select sites that will benefit the local economy. We specifically look at redevelopment potential and creation of employment opportunities during site selection. Our goal is that brownfield sites will convert from eyesores that plague the community with low or no tax revenue to vibrant businesses, workforce housing or community facilities.

An example of the potential economic benefits of our program can be seen by looking at Swanton, where we are currently undergoing a Phase 2 Environmental Assessment on the only remaining historic block in the Village Center where a prospective purchaser is interested in redeveloping a local hardware store. The property has an existing undefined petroleum groundwater plume from an offsite source and potential groundwater impacts from an adjacent former drycleaner. Funding from this grant will support further assessment and clean up planning for these buildings, which will incentivize their redevelopment. Redevelopment of these sites will add tax revenue, local jobs and contribute to the revitalization of the village center – stimulating new development and business. These improvements will raise the economic status of the community, impacting the median income and the poverty rate.

## **5. Programmatic Capability and Past Performance (40 Total Points)**

### **5.a. Audit Findings (2 Points)**

We have never received any adverse audit findings and are considered a low-risk auditee.

### **5.b. Programmatic Capability (23 Points)**

Our staff is well versed in all aspects of community development and in federal grant regulations resulting in a multi-disciplinary approach to this program. The result of this collaboration is a seamless grants management program with a systematic approach to tracking, reporting and accomplishing results. Key members of the program team will include: *Catherine Dimitruk, NRPC Executive Director*: Over 15 years of experience as Executive Director, successfully managed all NRPC's previous brownfields grants. Dimitruk will assume program oversight responsibilities.

*Greta Brunswick, NRPC Brownfields Program Manager*: Brunswick has twelve years of experience in community development, land use planning and environmental planning and has managed the Brownfields Program for six years, including our Brownfields Cleanup Revolving Loan Fund since its inception in 2010. Brunswick will assume program management responsibility.

*Amy Adams, NRPC Office Administrator*. Adams has provided financial reporting and management with the program since its inception in 2003 and will continue in this role.

In addition, we competitively procured pre-qualified consultants from which to contract with for environmental assessments. We also have a competitively procured contract with an experienced legal team to provide expert legal guidance as needed.

NRPC's multi-disciplinary approach to projects ensures that other staff are aware of and knowledgeable about the program and can provide assistance should employee turnover occur. Should NRPC need to hire new staff we will utilize our proven recruitment process which includes a rigorous interview process and involves staff and Board members in the selection; any consultant assistance will be procured following all federal and state procurement rules.

### **5.c. Measuring Environmental Results: Anticipated Outputs and Outcomes (5 points)**

We have met our schedule for achieving outputs and outcomes, or have been granted extensions because we were able to demonstrate substantial progress towards achieving them. NRPC will track outputs, such as completed environmental assessment reports and correspondence, and outcomes, such as the number of sites assessed and the amount of dollars leveraged, via quarterly progress reporting and ACRES updates. NRPC has met the reporting deadline and standard in all but four periods since 2003. Notification was provided to EPA staff in advance of missing the four deadlines; the notification included a projected date for submittal



and an explanation of why the deadline would be missed. NRPC has submitted its annual financial reports on time and according to standard. ACRES updates have been completed and updated quarterly to report on whether we are achieving results under our brownfield agreements.

#### 5.d Past Performance and Accomplishments (10 Points)

Since NRPC initiated its brownfields assessment effort in 2002 we have been awarded eight grants for a total of \$3 million, which we have used to directly assist nineteen properties with site assessments, provide technical support to achieve reuse and fund cleanup. The \$3 million in brownfields funding that we have spent or obligated has been leveraged into over \$40 million worth of cleanup, housing and commercial activities. Our successful past performance on these grants demonstrates our ability to manage additional funds. NRPC has met and is continuing to meet its goals for outputs and outcomes included in our workplans.

The status of our five most recent grants, including the balance of grant funds, is included in Table 4 below (our 2003 Petroleum and Hazardous Materials Grant, our 2006 Petroleum Grant and our 2007 Hazardous Materials Grant were successfully closed and are not included).

<b>Table 4: Status of Five Most Recent EPA Brownfields Grants</b>			
<b>Grant</b>	<b>Balance</b>	<b>Compliance with Grant Requirements</b>	<b>Summary of Results/Outputs</b>
2008 Haz Mat	\$0.00	Successfully closed in 2012.	2 Phase II; 5 Monitoring Sampling Events; 1 Vapor Intrusion Assessment; 1 Supplemental Phase II; 2 Corrective Action Plans; 1 Analysis of Cleanup Alternatives; 2 Section 106 Compliance Reviews
2009 Haz Mat	\$0.00	Successfully closed in 2014.	1 Phase II; 3 Supplemental Phase II; 1 Vapor Intrusion Assessment; 1 Area Wide Brownfields Plan
2010 RLF	\$580,435 (inc. cost share)	Grant period ends August 31, 2017.	1 Cleanup Loan, 4 Cleanup Sub-Grants
2013 Haz Mat and Petro	\$287,951 (hazardous materials contractual funds fully obligated)	Grant period ends September 30, 2017.	2 Supplemental Phase II; 1 Corrective Action Plan; 1 Redevelopment Feasibility Investigation (ongoing); 2 phase 1 assessments, 1 phase 2 assessment (ongoing); 1 targeted area wide redevelopment plan (ongoing).
2015 Haz Mat	\$181,110	Grant period ends September 30, 2018.	1 targeted area redevelopment (ongoing).

While we have an active 2013 Hazardous Materials and Petroleum Assessment Grant and a 2015 Hazardous Materials Assessment Grant, the 2013 hazardous materials funding is fully obligated to specific sites and we anticipate using the 2015 hazardous materials funds for subsequent phases and corrective action planning at existing sites. We anticipate having additional demand for hazardous materials assessment funding once we spend down the 2015 funding. We are consistently building our inventory of sites ready for assessment through our targeted area redevelopment planning efforts.

## Attachment A

### Regional Priorities Form/Other Factors Checklist

Name of Applicant: Northwest Regional Planning Commission

#### Regional Priorities Other Factor

If your proposed Brownfields Assessment project will advance the regional priority(ies) identified in Section I.F., please indicate the regional priority(ies) and the page number(s) for where the information can be found within your 15-page narrative. Only address the priority(ies) for the region in which your project is located. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal, it will not be considered during the selection process.

Regional Priority Title(s):

**1. Assistance to Communities That Have Limited In-House Capacity to Manage Brownfields Projects**

Page Number(s): Page 4 and 10

#### Assessment Other Factors Checklist

Please identify (with an **X**) which, if any, of the below items apply to your community or your project as described in your proposal. To be considered for an Other Factor, you must include the page number where each applicable factor is discussed in your proposal. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal or in any other attachments, it will not be considered during the selection process.

Other Factor	Page #
<i>None of the Other Factors are applicable.</i>	
Community population is 10,000 or less.	<b>X, pg 1</b>
Applicant is, or will assist, a federally recognized Indian tribe or United States territory.	
Target brownfield sites are impacted by mine-scarred land.	
Project is primarily focusing on Phase II assessments.	<b>X, pg 5</b>
Applicant demonstrates firm leveraging commitments for facilitating brownfield project completion by identifying amounts and contributors of funding in the proposal and have included documentation.	<b>X, pg 7-9 and Attachment 1</b>
Recent (2008 or later) significant economic disruption has occurred within community, resulting in a significant percentage loss of community jobs and tax base.	<b>X, pg 4</b>
Applicant is one of the 24 recipients, or a core partner/implementation strategy party, of a "manufacturing community" designation provided by the Economic	



## Attachment B: Letter from State

*AGENCY OF NATURAL RESOURCES*

**State of Vermont**  
**Department of Environmental Conservation**  
**Waste Management & Prevention Division**  
**1 National Life Drive – Davis 1**  
**Montpelier, VT 05620-3704**  
**(802) 249-5822**  
Patricia.coppolino@vermont.gov

Northwest Regional Planning Commission  
Attn: Greta Brunswick  
75 Fairfield Street  
St. Albans, VT 05478

December 7, 2016

Dear Ms. Brunswick,

This letter will serve as acknowledgment that the Vermont Department of Environmental Conservation (DEC) has received notice that the Northwest Regional Planning Commission (NRPC) intends to apply for an EPA Brownfield Assessment Grant for hazardous funds and to use the grant funds, if awarded, to conduct general site assessment activities associated with the characterization of non-petroleum related brownfield properties within the NRPC region of Vermont.

The State of Vermont is very appreciative of your programmatic successes and of your intent to apply for additional grant funding, as NRPC's local involvement in the Brownfield Program continues to assist us in the inventory and assessment of properties in Vermont along with continuing to advance the objectives of the Vermont Brownfields Program

As you progress in your efforts with brownfield assessments, the Vermont DEC looks forward to working collaboratively with the NRPC and to assist potential developers with the Vermont Brownfield Environmental Liability Limitation Program, through which additional cleanup funding is available.

Good luck in the competition.

Sincerely,

Patricia Coppolino, Environmental Program Manager  
Sites Management Section  
Waste Management and Prevention Division





## Attachment C: Documentation of Leveraged Funding from NRPC

75 Fairfield Street • St. Albans, VT 05478 • (802) 524-5958 • Fax (802) 527-2948

December 20, 2016

Re: Documentation of Leveraged Funding from NRPC

To Whom it May Concern:

Since NRPC initiated its brownfields assessment effort in 2002 we have been awarded eight grants for a total of \$3 million, which we have used to directly assist nineteen properties with site assessments, technical support to achieve reuse and/or to fund cleanup. NRPC supports its brownfield program with annual appropriation funded by the Vermont Legislature through the Vermont Department of Economic Housing and Community Development (DEHCD). Since 2003, NRPC has contributed more than \$180,000 of in-kind staff time, overhead, and supplies necessary to complete administration activities and for indirect costs not covered under the Brownfields Program and is committed to contributing a minimum of \$20,000 for a 2017 Brownfields Assessment Grant if funded.

Please do not hesitate to contact me with any questions.

Sincerely,

Catherine Dimitruk  
Executive Director

#### Attachment D Letters of Commitment from Community Organizations

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- 1) Franklin County Industrial Development Corporation
- 2) Housing Vermont
- 3) Franklin County Regional Chamber of Commerce
- 4) Champlain Islands Chamber of Commerce/Industrial Development Corporation
- 5) Franklin County Board of Realtors
- 6) Northern Forest Canoe Trail
- 7) Missisquoi Valley Rail Trail Council
- 8) Richford Economic Advancement Corporation



FRANKLIN COUNTY  
INDUSTRIAL DEVELOPMENT  
CORPORATION

Catherine Dimitruk  
Northwest Regional Planning Commission  
75 Lake Street  
St. Albans, VT 05478

Dear Catherine:

The Franklin County Industrial Development Corporation (FCIDC) is committed to continuing its support of your Brownfields Program, which we understand is funded in part by your current application to the EPA Brownfields Program. Our past successes in combining FCIDC's ongoing relationship with commercial and industrial businesses and the NRPC's relationship with municipalities and real estate developers have built a strong foundation of trust between our organizations, local, state and federal officials, developers, and business owners. This trust can only benefit the assessment, cleanup, and redevelopment process.

As you know, the regional economic development plan we partnered on identifying priorities for the types of economic development we should be pursuing and/or building upon, and brownfield redevelopment is a high priority. As manufacturing businesses like Eveready relocate or those like Fonda close, brownfields redevelopment helps us remain economically competitive and reinforces our quality of life by recycling the vacant and underused sites into public green space, facilities for service providers, and affordable housing. Site reuse helps us concentrate development near our growth centers and village areas, rather than have it encroach into the active agricultural and forested areas that surround our communities.

FCIDC is prepared to continue its commitment to this program. FCIDC will continue to educate our business leaders and local developers about this program. This is done by providing information to our members through mailings, newsletters and meetings as well as regular business contacts. We are also prepared to contact prospective developers and help to recruit them into the program. We will use our local knowledge and information from our members to assist NRPC with an inventory of potential sites in Franklin County, and finally, we will provide in-kind resources by serving as a member of the Brownfields Steering Committee. Good luck with your application!

Thank you,

Timothy Smith  
Executive Director

P.O. Box 1099

St. Albans, Vermont  
05478-1099

(802) 524-2194  
Fax: (802) 524-6793

E-mail: [info@fcidc.com](mailto:info@fcidc.com)  
[tim@fcidc.com](mailto:tim@fcidc.com)  
Web Site: [fcidc.com](http://fcidc.com)

December 9, 2016

Ms. Catherine Dimitruk  
Executive Director  
Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans, VT 05478

Dear Catherine:

Housing Vermont is committed to continuing our support of NRPC's Brownfield Program. We understand that you are applying to the EPA Brownfields Program for continued funding; we strongly support that application.

Housing Vermont creates permanently affordable rental housing for Vermonters through partnerships with local organizations, public agencies and the private sector. Brownfield redevelopment advances our mission by helping us redevelop properties that may be contaminated with petroleum products or hazardous materials. We have completed affordable housing projects in both Franklin and Grand Isle Counties, where our local partners are community groups and nonprofit housing developers.

Housing Vermont will help to market this program through our project developers and project partners and provide in-kind assistance to NRPC by supporting assessment activities on any of our redevelopment sites. We understand that the long-term viability of affordable housing requires local commitment, guidance and management. Community support is vital to successful housing development, and cleanup of brownfield properties, especially those that have become community eyesores, helps to generate that support.

We look forward to future opportunities to work with NRPC to further our mutual goals. Again, your application has our strong support. Please let me know if we can provide any additional assistance.

Best wishes for a successful application,



Kenn Sassorossi  
Vice President for Partner Relations



December 9, 2016

Catherine Dimitruk  
Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans, VT 05478

Dear Catherine:

The Franklin County Regional Chamber of Commerce is committed to continuing its support of your Brownfield Program, which we understand is funded in part by your current application to the EPA Brownfields Program. The Chamber's working relationship with businesses and property owners combined with the NRPC's relationship with municipalities and real estate developers has built a strong foundation of trust that will benefit the assessment, cleanup and redevelopment process.

As manufacturing businesses relocate to larger facilities or close, brownfields redevelopment helps us remain economically competitive and reinforces our quality of life by recycling the vacant and underused sites into beneficial uses such as public green space, new business or affordable housing.

To support the NRPC Brownfields Program, the FCRCC is prepared to provide in-kind assistance by using our contacts with business owners to help promote the program through newsletter information, updates at board meetings and promotion at Chamber Mixers. We will also help with the inventory of potential sites through outreach to our members.

We wish you the best of luck with the application process!

Kind regards,

*Lisamarie Charlesworth*  
Lisamarie Charlesworth, Director  
Franklin County Regional Chamber of Commerce

**2 North Main Street Suite 101, St. Albans VT 05478**  
802-524-2444 E-mail: [info@fcrccvt.com](mailto:info@fcrccvt.com) [www.fcrccvt.com](http://www.fcrccvt.com)





LCIEDC  
P.O. Box 213  
North Hero, VT 05474

(802) 372 8400

[www.ChamplainIslands.com](http://www.ChamplainIslands.com)

December 11, 2016

Catherine Dimitruk  
Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans VT 05478

Dear Catherine:

The Lake Champlain Islands Economic Development Corporation of Grand Isle County is committed to continuing its support of NRPC's Brownfields Program. LCIEDC's working relationship with Island businesses and property owners and NRPC's relationship with municipalities and real estate developers has built a strong collaboration that will only enhance the local brownfields redevelopment process.

LCIEDC is prepared to provide assistance to NRPC to market this program to potential property owners and developers utilizing our e-newsletter, local working group meetings, and during regular business contacts. We are highly supportive of your efforts and will use our local knowledge and information to assist NRPC with an inventory of potential sites in Grand Isle County.

Grand Isle County could benefit greatly from brownfields redevelopment. Given Lake Champlain's history as a major transportation corridor, the impact of railroads in our communities, and our County's history as a tourism destination in Northwest Vermont, we welcome all future brownfields assessment and remediation. Redevelopment of these sites would go a long way to maintaining the integrity of our working landscape and helping our communities to grow and prosper.

Thank you for this opportunity to lend our support.

Warmly,

A handwritten signature in blue ink, appearing to read "Jan M.", followed by a long horizontal flourish.

Jan Marinelli  
Executive Director

December 4, 2014

Catherine Dimitruk  
Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans, VT 05478

Dear Catherine:

The Franklin County Chapter of Northwest Vermont Board of Realtors is committed to continuing its support of your Brownfields Program, which we understand is funded in part by your current application to the EPA Brownfields Program. Brownfields properties exist in our community, many of which could be developed, or redeveloped, to provide housing opportunities for residents and employees.

We look forward to assisting NRPC in finding additional sites that could be developed for residential or commercial uses, adding to the strength and vitality of our communities. The Franklin County Chapter of Northwest Vermont Board of Realtors is prepared to help in the effort by continuing to serve on the Steering Committee, assisting with the inventory of potential sites, and assisting with the marketing of the program, including education to area REALTOR®s.

Good luck with your application!

Sincerely,



Mark Ledoux  
President  
Franklin County Chapter  
Northwest Vermont Board of Realtors  
95 South Main Street  
St. Albans, VT 05478



December 16, 2016

Dear Catherine:

The Northern Forest Canoe Trail (NFCT) is pleased to offer its support to your Brownfields Program, which we understand is funded in part by your current application to the EPA Brownfields Program. NFCT is a 740 mile inland paddling trail tracing historic travel routes across New York, Vermont, Quebec, New Hampshire, and Maine. The NFCT traverses Franklin County via the Missisquoi River, which begins in and leaves the region in Richford.

Development, both commercial and residential, has historically taken place along water bodies because of their importance as transportation corridors and for their use as a power source. For this reason, it is a reality that our waterways and the land adjacent to them may be contaminated from historic uses, such as saw and grist mills. NFCT is currently pursuing a canoe access site in the downtown area of Richford, participated in NRPC's Brownfields Area Wide Planning Project, and is coordinating with the 111, 113 Main St. brownfields redevelopment project.

NFCT will commit in-kind assistance to NRPC by facilitating communication with property owners of prospective brownfield sites that may be converted to canoe access points along the canoe trail in Franklin County and supporting assessment activities on canoe access sites we manage.

We are looking forward to working with you on trail-related brownfields projects! Good luck with your application!

Sincerely,

Karrie Thomas  
Executive Director



# NORTHWEST VERMONT RAIL TRAIL COUNCIL

c/o Northwest Regional Planning Commission • 155 Lake Street • St. Albans, VT 05478  
Phone: 802-524-5958 • Fax: 802-527-2948

## APPOINTED MEMBERS

**St. Albans City**  
Jim Smith

**St. Albans Town**  
Karen Drennen

**Swanton**  
Vacant

**Fairfield**  
Jane Williams

**Sheldon**  
Marie Brouillette

**Enosburgh Town**  
Robert Gervais, Sr.

**Enosburgh Falls**  
Michael Manahan

**Berkshire**  
Carol Hickey

**Richford**  
Phyllis Tiffany

**VAST**  
Mark Bushey

**At Large**  
Don Mueller  
Alisha Sawyer  
David Stanley  
Nini Worman  
Cynthia Scott

## Ex-Officio

VT Agency of  
Transportation

Northwest Regional  
Planning Commission

VT Dept. of Forests,  
Parks, & Recreation

December 13, 2016

Catherine Dimitruk  
Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans, VT 05478

Dear Catherine:

The Northwest Vermont Rail Trail Council is pleased to offer its support to your Brownfield Program, which we understand is funded in part by your current application to the EPA Brownfields Program. The Missisquoi Valley Rail Trail (MVRT) is a 26.4 mile crushed-stone multi-season multi-use recreational trail on a rail banked rail corridor extending from St. Albans to Richford. Hiking, biking, horseback riding, snowmobiling, and cross-country skiing are permitted. While the State of Vermont owns the MVRT, the Council advises the State on trail management issues.

The Rail Trail Council is always looking for ways to improve the trail experience for users from securing additional trailside parking lots to creating trail extensions through villages or to other key locations. Given the trail is a former rail bed, contamination issues are a familiar complication to the Council's projects. The Council has been working with the Town of Richford on creating a trail extension through the Village to the Canadian Border and participated in NRPC's Area Wide Planning Project. There are many challenges associated with the trail extension project, including environmental issues. Coordinating with the Area Wide Planning Project and the brownfield redevelopment at 111, 113 Main St. has helped the trail extension project gain new momentum.

The Council is committed to assist the NRPC with the cleanup and conversion of land for recreational use. The Council will provide in-kind assistance to the NRPC by facilitating communication with property owners of prospective trail related redevelopment sites.

We look forward to working with you on future trail related brownfields projects! Good luck with your application!

Sincerely,

Amy Adams, Coordinator  
Northwest Vermont Rail Trail Council

**RICHFORD  
ECONOMIC  
ADVANCEMENT  
CORPORATION**

December 13, 2016

Catherine Dimitruk  
Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans, VT 054 78

Dear Catherine:

The Richford Economic Advancement Corporation (REAC) is pleased to offer its support to the NRPC Brownfield Program, which we understand is funded in part by your current application to the EPA Brownsfields Program.

REAC is a private non-profit, organization formed to promote economic and community development in the Town of Richford. Governed by a Board of Directors, REAC serves as a contact for commercial/ industrial interests and as an economic development contact for local, regional, and state agencies and officials. REAC will commit in-kind support to NRPC by collecting information, coordinating meetings and facilitating communication with property owners of prospective redevelopment sites in Richford.

Brownfield development is important to the future of economic development in Richford. REAC is inspired by an earlier Brownsfield success in Richford that transformed the former Sweat Comings furniture manufacturing plant into a mixed use affordable housing and commercial space. REAC is pleased that Richford was selected by NRPC for the region's first area wide planning project bringing new brownfields redevelopment success to the community. REAC completed remediation and is currently working on redevelopment of 111, 113 Main Street. The REAC project is transforming blight on Main Street. into a river overlook park in conformance with the plan.

Good luck with your application!



Darlene Gregoire  
REAC President

REAC is a 501(c)4 corporation and all donations are tax deductible  
REAC is an equal opportunity provider and lender

**P.O. BOX 324, RICHFORD, VT 05476 (802) 848-7711 FAX (802) 848-7752**

## Attachment E Letters of Commitment from Municipalities

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- 1) St. Albans City
- 2) Enosburg Falls
- 3) Swanton Village
- 4) Richford

Mayor: Elizabeth Gamache  
Ward 1: Timothy Hawkins  
Ward 2: James Pelkey  
Ward 3: Tammi DiFranco  
Ward 4: Scott Corrigan



Ward 5: Kate Laddison  
Ward 6: Chad Spooner  
Clerk/Treasurer: Susan Krupp  
City Manager: Dominic Cloud

December 9, 2016

Catherine Dimitruk  
Northwest Regional Planning Commission  
155 Lake Street  
St. Albans, VT 05478

Dear Catherine:

The City of St. Albans is committed to continuing its support of NRPC's Brownfields Program, which we understand is funded in part by your current application to the EPA Brownfields Program for hazardous materials funding. St. Albans considers NRPC a partner in our effort to convert the City's blighted, environmental challenged properties to community assets. As the economic center of the Northwest Region and home of the New England Central Rail Road, a great percentage of the region's brownfields are located here. Brownfields funding made clean up and redevelopment possible at the former Leader Evaporator Manufacturing Plant, the former Fonda/Solo Cup Manufacturing Plant, St. Albans House and the Hampton Inn, and it will be needed for future redevelopment projects.

Redeveloping brownfields is a key strategy of our planning and development department in promoting economic development and attracting jobs to improve unemployment. It is a policy of our 2012 Municipal Plan to continue utilizing funding and other resources available for Brownfield clean-up activities in the City.

St. Albans City is prepared to provide in-kind assistance to NRPC's Brownfield Program by promoting the program to local business owners and providing updates at City Council and Planning Commission meetings. We will also continue to appoint a representative on the Brownfields Steering Committee (currently serving as co-chair) and work with the Committee on building an inventory of potential sites in the City.

We look forward to continuing our participation in this regional effort, and to sharing our knowledge and expertise with other municipalities. Our area of Vermont needs strong communities, and brownfields redevelopment can help build them. Good luck with your application.

Sincerely,

Chip Sawyer  
Director of Planning & Development

# *Village of Enosburg Falls*

---

December 13, 2016

Catherine Dimitruk  
Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans, VT 05478

Dear Catherine,

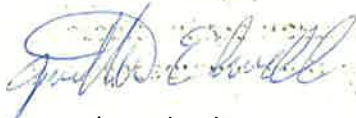
The Village of Enosburg Falls is pleased to support your application to the EPA Brownfields Program to help remove obstacles to property development in Franklin and Grand Isle Counties. The Brownfields Program is important to the Village of Enosburg Falls for its ability to return brownfields sites in and near the village center to viable real estate, revitalizing our local economy. Brownfield redevelopment provides space for new mixed use development in our village area that could provide workforce housing and job opportunities.

Enosburg Falls has worked with the NRPC Brownfields Program to assess and cleanup the Diesel #1 site. Without the program, the site would still be contaminated with lead based paint and petroleum. We are now seeking funding to convert the site to a scenic overlook, historic site, and interpretive center.

The Village of Enosburg Falls is prepared to provide in-kind assistance to NRPC's Brownfield Program by promoting the program to local business owners and providing updates at board meetings. We will also work with the Brownfields Steering Committee on building an inventory of potential sites in the Village.

We look forward to continuing our participation in this regional effort and to sharing our knowledge and expertise with other municipalities. Our area of Vermont needs strong communities and brownfields redevelopment can help build them.

Sincerely,



Jonathan Elwell  
Village Manager





12/09/2016

Dear Catherine:

The Village of Swanton is pleased to support NRPC's Brownfields Program, which we understand is funded in part by your current application to the EPA Brownfields Program. The brownfields program is important to the Village of Swanton for its ability to return brownfield sites in and near the village center to viable real estate, revitalizing our local economy. It would provide space for expanded commercial and industrial development in growth areas, thus helping to maintain the integrity of our agricultural resources and rural setting.

The Village is pleased that the NRPC selected to the northern gateway in Swanton for a targeted area wide brownfield plan and looks forward to implementing brownfield redevelopment projects in the area as a result of the planning effort, such as the 5 Foundry St, David Fosgate Jr Property. Redevelopment of several brownfields in this area will add much needed revitalization to the blighted gateway.

Swanton Village is prepared to provide in-kind assistance to NRPC's Brownfield Program by promoting the program to local business owners and providing updates at board meetings. We will also work with the Brownfields Steering Committee on building an inventory of potential sites in the Village.

We look forward to continuing our participation in this regional effort, and to sharing our knowledge and expertise with other municipalities. Our area of Vermont needs strong communities and brownfields redevelopment can help build them.

Sincerely

Reginald R. Beliveau Jr

Manager – Village of Swanton



## Town of Richford

Selectboard

PO Box 236, 94 Main St.  
Richford, VT 05476

Tel. 802-848-7751 Fax 802-848-7752

December 2, 2014

Ms. Catherine Dimitruk  
Executive Director  
Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans, VT 05478

Dear Catherine:

The Town of Richford is pleased to support your application to the EPA Brownfields Program to help remove obstacles to property development in Franklin and Grand Isle Counties. The Brownfields Program is important to the Town of Richford for its ability to return brownfield sites in and near the village center to viable real estate, revitalizing our local economy. Brownfield redevelopment provides space for new mixed use development in our village area that could provide workforce housing and job opportunities.

The Town of Richford was pleased to have been selected by NRPC for the region's first brownfields area wide planning project, which created a community revitalization plan and implementation program for our village center. The Town appreciates the resources that the brownfields program has provided for the ongoing redevelopment of 111-113 Main Street into an overlook park, and looks forward to continuing the implementation of the area wide plan.

We look forward to continuing our participation in this regional effort, and to sharing our knowledge and expertise with other municipalities. Our area of Vermont needs strong communities and brownfields redevelopment can help build them.

Best wishes for a successful application.

Sincerely,

Laura Ovitt  
Administrative Assistant

Attachment F: Letter  
of Partnership from  
WIB

Kathy L. L. Lavoie  
Executive Director  
Kathy.Lavoie2@myfairpoint.net  
802-782-1924



# FGI WIB

Franklin Grand Isle Workforce Investment Board

December 21, 2016

Catherine Dimitruk  
Northwest Regional Planning Commission  
75 Fairfield Street  
St. Albans, VT 05478

Dear Catherine:

The Franklin-Grand Isle Workforce Investment Board (WIB) is committed to continuing its support of your Brownfield Program. We understand that you are applying to the EPA Brownfields Program for continued funding; we strongly support that application.

The WIB works to prepare jobseekers for entry into the labor force as well as to offer job training opportunities to individuals who are in need of training in order to upgrade their skills and to find and retain productive employment.

The WIB sees an opportunity to strengthen the capacity of the local labor force in order to fulfill more of the good paying environmental jobs needed at brownfields redevelopment sites in the region. We understand that much of the work currently funded by the NRPC brownfields program is fulfilled by labor from outside the region. To turn this trend around, we will help to connect the local workforce with environmental job training programs available near our region, such as lead based paint certification and hazwopper training. The WIB is also committed to our continuing discussion on how to bring more environmental job training programs to the region.

We wish you the best of luck with the application process!

Sincerely,

## Attachment G Documentation of Threshold Criteria for Assessment Grants

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### Applicant Eligibility

The Northwest Regional Planning Commission is one of twelve Regional Planning Commissions enabled by the Vermont Legislature (please find an excerpt of Vermont Statute below). Vermont Regional Planning Commissions consist of representatives from member local governments and are considered a regional council of government. Our mission is:

- To assist local municipalities, through education, technical assistance, grants and funding; and to aid municipalities in their planning efforts as authorized by Vermont planning laws.
- To serve as a center for information and as a resource to support the region and its municipalities' interests, growth patterns and common goals.
- To provide a forum for the discussion of issues which are regional in nature and/or unique to our area of the state, and to serve as a mediator to resolve conflicts as appropriate. Common sense and a spirit of compromise must be allowed to enter the discussion so that the impacts of development may be mitigated.
- To conduct regional planning programs.

### Community Involvement

NRPC will continue to implement its strong community engagement program to ensure our targeted communities are involved in the Brownfields Program. Central to the program is the NRPC Brownfields Steering Committee (BSC). The BSC is strategically made up of representatives from our target municipalities and partner community organizations, local business leaders, and state officials, including the State Brownfields Coordinator. NRPC will work with the BSC to continue its proven methods of public communication to inform the public about our program activities and to engage people in the process early and often. We know that people look for information formally, through the print, internet and television media, and informally, through conversations with family and friends.

# The Vermont Statutes Online

## Title 24: Municipal and County Government

### *Chapter 117: MUNICIPAL AND REGIONAL PLANNING AND DEVELOPMENT*

#### **24 V.S.A. § 4341. Creation of regional planning commissions**

##### **§ 4341. Creation of regional planning commissions**

(a) A regional planning commission may be created at any time by the act of the voters or the legislative body of each of a number of contiguous municipalities, upon the written approval of the agency of commerce and community development. Approval of a designated region shall be based on whether the municipalities involved constitute a logical geographic and a coherent socio-economic planning area. All municipalities within a designated region shall be considered members of the regional planning commission.

(b) Two or more existing regional planning commissions may be merged to form a single commission by act of the legislative bodies in a majority of the municipalities in each of the merging regions.

(c) A municipality may move from one regional planning commission to another regional planning commission on terms and conditions approved by the secretary of the agency of commerce and community development. (Added 1967, No. 334 (Adj. Sess.), § 1, eff. March 23, 1968; amended 1971, No. 257 (Adj. Sess.), § 1, eff. April 11, 1972; 1981, No. 132 (Adj. Sess.), § 4; 1987, No. 200 (Adj. Sess.), § 19, eff. July 1, 1989; 1995, No. 190 (Adj. Sess.), § 1(a); 2009, No. 146 (Adj. Sess.), § G5, eff. June 1, 2010; 2009, No. 156 (Adj. Sess.), § F.11, eff. June 3, 2010.)

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## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

12/22/2016

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

\* a. Legal Name: Northwest Regional Planning Commission

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

03-0223756

\* c. Organizational DUNS:

1526760320000

d. Address:

\* Street1: 75 Fairfield Street

Street2:

\* City: St. Albans

County/Parish:

\* State:

VT: Vermont

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code: 05478-0000

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

\* First Name:

Greta

Middle Name:

\* Last Name:

Brunswick

Suffix:

Title:

Organizational Affiliation:

\* Telephone Number: 802-524-5958

Fax Number:

\* Email: gbrunswick@nrpcvt.com

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-16-08

\* Title:

FY17 Guidelines for Brownfields Assessment Grants

### 13. Competition Identification Number:

NONE

Title:

None

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Northwest Vermont Brownfields Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="200,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="200,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed: